

ANNEXURE

INSTRUCTIONS FOR NATIVITY CERTIFICATE:

1. This certificate should be issued by an officer of the Revenue Department not below the rank of Tahsildar in the Taluk concerned.
2. This certificate should not be issued by the Special Tahsildars, Deputy Tahsildars such as Loans, Land Acquisition, Election, Excise and HQs, Deputy Tahsildars, Special Deputy Collectors, Assistant Commissioner of Agricultural Income, Excise, Elections etc.
3. The certificate should bear the stamp of the office of the Officer signing the certificate.
4. Any foreign national irrespective of the period of study in the State will not become eligible to apply for this course. No certificate of Nativity in the State of Tamil Nadu, should therefore be issued to Nationals of other countries for this purpose.
5. The certifying officers should insist upon clear proof of the nativity of the parent or guardian of the candidate and satisfy themselves on the genuineness of the residential qualification.
6. **They should be particularly careful in the case of candidates whose mother tongue is not Tamil and whose place of birth is other than Tamil Nadu and who have studied VIII to XII standards outside Tamil Nadu.**
7. **Residence Certificate will not be considered as Nativity Certificate.**
8. The guidelines prescribed for the issue of Nativity Certificate and they are as follows as per Letter No.RA.V(B)16932/2000, dated 3-4-2000 of the Special Commissioner and Commissioner of Revenue Administration, Chepauk, Chennai-5.
 - i. The parents/guardians of the applicants/students or the applicants themselves should have permanently resided continuously for a period of five years in Tamil Nadu.
 - ii. Permanently residing for a period of five years should be supported by documentary evidence.
 - iii. The family ration card, Electoral Roll, Census List if taken recently, documents like sale deed, tax receipt etc. relating to the property owned by either of the parents or by the applicant may be verified.
 - iv. The Transfer Certificate issued by the School authorities where the applicant had studied last may be verified to know whether he/she was in the State for five years.
 - v. Enquiry in the village/place of residence of the neighbour/Village Administrative Officers regarding continuous residing.
 - vi. To ensure that wrong or incorrect address had not been furnished to obtain the certificate.
 - vii. The birth place of the parent, place of residence of the parent/father, permanent assets, mother tongue, place of education, place of marriage of the applicant/parents, the period of stay in and outside Tamil Nadu can also be considered before issuing certificate.

ANNEXURE

CERTIFICATE OF NATIVITY IN TAMIL NADU

Name..... Registration No:.....

Certified that..... S/D/W of residing at
.....an applicant seeking admission to _____ in Annamalai
University, Annamalaiagar in Tamil Nadu is a Native of Tamil Nadu.

Signature of Village Administrative Officer
of
in the
of

Signature :
Name & Designation :
Taluk Station :
District Office Seal :

Date :

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